



# Manufacturer's Certificate of Compliance Check List

|                          |           |                  |      |
|--------------------------|-----------|------------------|------|
| Contract Number          | SR Number | Section          | Date |
| From: (Project Engineer) |           | To: (Contractor) |      |

The attached Manufacturer's Certificate of Compliance for a quantity of \_\_\_\_\_ for Bid Item # \_\_\_\_\_ ;  
Material \_\_\_\_\_ has been checked for conformance to Section 1-06.3 of the  
*Standard Specifications* per the check list shown below.

|  | YES                      | NO                       |  | YES                      | NO                       |
|--|--------------------------|--------------------------|--|--------------------------|--------------------------|
| 1. Is the certification being provided PRIOR to the material being installed?  | <input type="checkbox"/> | <input type="checkbox"/> | 7b. Is a Bill of Lading or invoice attached to verify the quantity? <i>See Note 3.</i>   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If the answer to No. 1 above is "NO," attached is a copy of the contractor's approved request for permission to install prior to providing a Mfg. Cert. for acceptance. | <input type="checkbox"/> | <input type="checkbox"/> | 8. Does the Mfg. Cert. identify the applicable specification (i.e., AASHTO, ASTM, AWWA) that the material is to meet? <i>See Note 4.</i>         | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is a Mfg. Cert. proper documentation for this item of material? <i>See Note 2.</i>  | <input type="checkbox"/> | <input type="checkbox"/> | 9. Does the applicable specification (i.e., AASHTO, ASTM, AWWA) shown on the Mfg. Cert. conform to the contract requirements? <i>See Note 6.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is this manufacturer an approved source for this item?  | <input type="checkbox"/> | <input type="checkbox"/> | 10. Is the Mfg. Cert. signed by a corporate official?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does this Mfg. Cert. identify the name of the manufacturer and/or fabricator?   | <input type="checkbox"/> | <input type="checkbox"/> | 11. Where more than a single delivery is made, are the lot numbers identified?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Does the Mfg. Cert. identify the type or size of material being certified?  | <input type="checkbox"/> | <input type="checkbox"/> | 12. Is a supporting mill test attached showing the physical and chemical test values? <i>See Note 5.</i>   | <input type="checkbox"/> | <input type="checkbox"/> |
| 7a. Does the Mfg. Cert. identify the quantity of material being certified by type, size, lot, or heat number? <i>See Note 3.</i>   | <input type="checkbox"/> | <input type="checkbox"/> | <b>Remarks:</b>  |                          |                          |

## Notes:

1. This form not required for concrete delivery tickets.
2. Check the Record of Materials (ROM), Special Provisions, or the completed Request for Approval of Material (RAM).
3. Not required for concrete admixtures, cement, liquid asphalt, plastic pavement markings, traffic paint. Rebar cut sheets may be used in lieu of bill of lading or invoice.
4. Check special provisions for specifications or requirements for materials such as guide posts, plastic pavement markings, traffic paint, geotextiles, and others.
5. Test values required to be supplied with Manufacturer's Certificate for steel reinforcing bars and structural steel. Manufacturer's Certificate for some steel items, such as steel culvert pipe items, may reference heats used.
6. If answer is "NO," submit Manufacturer's Certificate to OSC Materials Laboratory for approval.

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|--|------|
| <input type="checkbox"/> Accepted as proper documentation per Section 1-06.3 of the <i>Standard Specifications</i> .<br><input type="checkbox"/> Manufacturer's Certificate of Compliance submitted to OSC Materials Laboratory for "Approval Action."<br><input type="checkbox"/> Returned to contractor for correction of "NO" answers recorded in items _____ |      |
| Signed   | Date |